

~~SECRET~~
Security Information

10 July 1953

MEMORANDUM FOR: Wage and Classification

SUBJECT: Reclassification of Position

25X1A6a

1. It is requested that position number 17, [REDACTED] Command Headquarters T/O, be reclassified from Secretary (Steno) GS-318-5 to Courier GS-301-5.

25X1A6a
25X1A6a

2. In view of changing conditions in the organizational structure of the [REDACTED] Headquarters, coupled with the relocation of various [REDACTED] elements in the area surrounding [REDACTED] the need for a competent and secure courier service has increased. It has been determined that the Executive Secretariat Section, of which this position is a part, is in more need of a courier than a secretary. 25X1A9a

25X1A6a

3. Mr. [REDACTED] of this division is aware of this situation and may be contacted on Extension 2566 for further information.

[REDACTED]
Acting Chief, FE

25X1A9a

25X1A6a

FE/COP/[REDACTED]/kmm

25X1A9a

Distribution:

- 2 - W&C
- 1 - FE/Admin
- 1 - FE/PT
- 1 - FE/[REDACTED]
- 1 - FE/RI

25X1A6a

~~SECRET~~
Security Information